



ROBERT B. TAYLOR
Chief Probation Officer

**COUNTY OF LOS ANGELES
PROBATION DEPARTMENT**
9150 EAST IMPERIAL HIGHWAY, DOWNEY, CALIFORNIA 90242
(562) 940-2501



May 4, 2006

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**APPROVAL OF CONTRACT BETWEEN THE COUNTY OF LOS ANGELES
PROBATION DEPARTMENT AND THE CITY OF LOS ANGELES TO IMPLEMENT
THE STUDENTS FOR HIGHER EDUCATION PROGRAM
(ALL SUPERVISORIAL DISTRICTS) (3 VOTE)**

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and instruct the Mayor to sign the attached contract (Attachment I) with the City of Los Angeles Community Development Department (CDD) to implement the Students for Higher Education (SFHE) Program following Board approval for the period of June 1, 2006 through May 31, 2007, at a total maximum cost of \$196,400 with an option to renew for two additional 12-month periods.
2. Delegate authority to the Chief Probation Officer to prepare and execute contract amendments to extend the contract term for two additional 12-month periods, at an estimated amount of \$196,400 per term, upon approval as to form by County Counsel and subject to the availability of funds.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTIONS:

The purpose of the recommended actions is to obtain approval of a contract (Attachment I) with CDD to implement the SFHE program. Two original contracts are attached because the City of Los Angeles has requested an original for their files. The recommended SFHE program will provide intensive intervention services for youth detained in Camp David Gonzalez. The program will transition youth into

postsecondary education/occupational opportunities and reduce recidivism rates by providing education, training, mentoring/case management, leadership development, work-study, supportive services, and intensive transition support prior to and following youth being released from camp.

Implementation of Strategic Plan Goals

The recommended Board actions are consistent with the Countywide Strategic Plan Service Excellence Goal #1 and Children and Families' Well-Being Goal #5. Implementation of these recommendations will provide services that will be beneficial to probation youth and their families by improving their well-being and promoting self-sufficiency.

FISCAL IMPACT/FINANCING:

The annual cost of this contract will not exceed \$196,400 for the period of June 1, 2006 through May 31, 2007. Funding for this contract is included in the Department's FY 2005-06 Adopted Budget. The proposed contract includes provisions for non-appropriation of funds and budget reductions.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Probation will not request the contractor to perform services that exceed the Board approved contract amount, scope of work, and/or contract term.

In accordance with the Chief Administrative Office memorandum dated July 19, 2002, the proposed contractor has been instructed to register on Webven.

This is a Non-Prop A contract. Consequently, there are no departmental employee relations issues and they will not result in a reduction of County services.

The Department has evaluated and determined that the Living Wage Program (County Code Chapter 2.201) does not apply to the recommended contract.

County Counsel has approved the contract as to form.

The Honorable Board of Supervisors
May 4, 2006
Page 3

CONTRACTING PROCESS:

In April 2005, the SFHE Program was implemented as pilot program by CDD in collaboration with the Probation Department. The SFHE program provides intensive intervention services for youth detained in Camp Gonzalez while detained and once released into the community. To date, the pilot program is being funded by CDD on a limited basis. The proposed contract award recommendation is a result of the pilot program's success. The proposed contract will provide funding to expand the current level of services and increase youth participation.

The attached contract was negotiated with CDD by the Probation Department with the assistance of County Counsel.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This contract will expand the current level of services.

It is requested that the Executive Officer, Board of Supervisor, forward an original and a copy of the executed contract to:

Probation Department
9150 E. Imperial Hwy, Rm. A66
Downey, CA 90242
Attention: Yolanda Young, Director
Contracts & Grants Mgmt. Division

Respectfully submitted,



ROBERT B. TAYLOR
Chief Probation Officer

c: Executive Officer, Board of Supervisors
Chief Administrative Officer
County Counsel



CONTRACT BETWEEN
THE COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
AND
THE CITY OF LOS ANGELES
TO IMPLEMENT
THE STUDENTS FOR HIGHER EDUCATION PROGRAM

JUNE 1, 2006 through May 31, 2007

**CONTRACT BY AND BETWEEN
THE COUNTY OF LOS ANGELES THROUGH THE PROBATION DEPARTMENT
AND THE CITY OF LOS ANGELES THROUGH THE COMMUNITY DEVELOPMENT
DEPARTMENT RELATING TO THE STUDENTS FOR HIGHER EDUCATION PROGRAM
(SFHE)**

This Contract is made and entered into this _____ day of _____, 2006 between the County of Los Angeles, a political subdivision of the State, acting through its Probation Department herein after referred as COUNTY and the CITY OF LOS ANGELES, a municipal corporation, acting through its Community Development Department (CDD), located at 1513 East 103rd Street, Los Angeles, CA 90002, herein after referred to as CITY.

WHEREAS, COUNTY wishes to provide educational opportunities for probationers, and

WHEREAS, CITY has a non-financial partnership with Los Angeles Trade and Technical College (LATTC) to provide educational opportunities to youth within the County of Los Angeles; and

WHEREAS, CITY, through CDD, has a program to assist young persons who are on probation obtain the skills for higher education; and

WHEREAS, COUNTY, through the Department of Probation operates Camp Gonzales for youthful offenders who are placed on probation; and

WHEREAS, LATTC has agreed to work with the CITY to provide skills for higher education to youthful offenders through the Students for Higher Education (SFHE) Program; and

WHEREAS, parties desire to implement the Students for Higher Education (SFHE) Program for Fiscal year 2006/2007; and

WHEREAS, COUNTY desires to provide funding for the SFHE program based on performance and outcomes; and

NOW, THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

I. PURPOSE

The purpose of this contract is to implement the SFHE Program. This program is aimed at providing intensive intervention services for youth detained in Camp Gonzales of the COUNTY and disconnected youth offenders released from Camp Gonzales. The goal of the program is to move youth into post-secondary education/occupational opportunities and reduce recidivism rates.

II. TERM

The term of the contract is for a one-year period beginning June 1, 2006, and continuing through May 31, 2007, unless terminated earlier as provided for in this Agreement. This Agreement may be renewed for up to two one-year options contingent upon available funding, performance outcomes, and by mutual written agreement by both parties.

III. FUNDING

The CITY shall receive funds from COUNTY in an amount not to exceed a total of One Hundred Ninety-Six Thousand Four Hundred Dollars (\$196,400) for the SFHE Program, as outlined in the attached Budget (Attachment II) and Fiscal Provisions Section VIII of this Agreement.

IV. SCOPE OF WORK

The scope of work for this Agreement is attached and labeled at Attachment I.

VII. CONFIDENTIALITY

COUNTY and CITY shall continue to maintain the confidentiality of all records and information relating to juvenile participants under this contract. This shall be in accordance with Welfare & Institutions Code (WIC) provisions, as well as all other applicable federal, State and County laws, ordinances, regulations, and directives relating to confidentiality. COUNTY and CITY shall inform all their managers, supervisors, employees, and any and all of CITY'S subcontractors providing services hereunder, of the confidentiality provision of this contract.

In no case shall records or information pertaining to participants be disclosed to any person except designated COUNTY/CITY employees without the written permission of a Probation Director, or authorized representative.

VIII. FISCAL PROVISIONS

COUNTY shall make payments to CITY for services, as itemized in the Budget, pursuant to this contract. Such payments shall be made from the FY 06/07 general fund. Modifications to the Budget shall not exceed 10% of the total contract amount set forth in Section III, Funding, and will be made in writing and executed by both COUNTY and CITY. Payment terms are as follows:

- CITY shall submit monthly invoices that comply with the 06/07 attached Budget (Attachment II).

- Invoices, with supporting documentation, shall be submitted by the 25th of the following service month. COUNTY reserves the right to require specific documentation prior to making payments. All invoices shall be sent to:

Delia Munoz, Financial Manager
 Probation Department
 9150 East Imperial Highway, Room P-73
 Downey, California, 90242
 Phone No: (562) 940-2680,
 Fax No. (562) 940-2459
 Email: delia.munoz@laprob.org

If an audit of the program covered in this contract identifies and disallows ineligible costs, CITY will reimburse COUNTY the amount of the over-payment.

IX. LIABILITY

Each of the parties to this Agreement is a public entity. In contemplation of the provisions of Section 895.2 of the Government Code of the State of California imposing certain tort liability jointly upon public entities, solely by reason of such entities being parties to an Agreement as defined by Section 895 of said Code, the parties hereto, as between themselves, pursuant to the authorization contained in Section 895.4 and 895.6 of said Code, will each assume the full liability imposed upon it or upon any of its officers, agents, or employees by law, for injury caused by a negligent or wrongful act or omission occurring in the performance of this Agreement, to the same extent that such liability would be imposed in the absence of Section 895.2 of said Code. To achieve the above-stated purpose, each party indemnifies and holds harmless the other party solely by virtue of said Section 895.2. The provision of Section 2778 of the California Civil Code is made a part hereto as if fully set forth herein. CITY certifies that it has adequate self-insured retention of funds to meet any obligation arising from this Agreement.

X. EMPLOYEE CRIMINAL RECORDS AND NOTICES

The CITY shall be responsible for ongoing implementation and monitoring of subsections 1 through 6, and ensuring compliance with the following:

1. The CITY shall conduct thorough background checks on all personnel employed by the City of Los Angeles for this program.
2. The CITY shall ensure that the services of any volunteer for this program will not be utilized until the volunteer has completed the appropriate background review as required by state law.

3. COUNTY reserves the right to preclude CITY or any of CITY'S subcontractors from employment or continued employment of any individual, including any individual designated by COUNTY for this contract service.
4. No personnel employed by the CITY for this program having access to COUNTY and/or CITY information or records shall have a criminal conviction record or a pending criminal trial unless such information has been fully disclosed and employment of the employee for this program is approved in writing by COUNTY.
5. No personnel employed by the CITY or employed by any of CITY'S subcontractors for this project shall be on active probation or parole within the last three years.
6. The CITY and employees of the CITY and any and all of CITY'S subcontractors shall be under a continuous obligation to disclose any prior or subsequent criminal conviction record or any pending criminal trial to COUNTY.

XI. SUSPENSION

Either party may suspend all or part of the project operations for failure by the other to comply with the terms and conditions of this contract by giving written notice, which shall be effective upon receipt.

- Said notice shall set forth the Specific conditions of non-compliance and shall provide a reasonable period for corrective action.

XII. TERMINATION

This contract may be terminated at any time, without cause, by either party upon giving at least thirty (30) days prior written notice thereof to the other. It may also be immediately terminated if funding becomes unavailable.

XIII. AMENDMENTS

The contract may only be amended by mutual written consent of both parties. Neither verbal agreements nor conversations by any officers, employees and/or representatives of either party shall affect or modify any of the terms and conditions of this contract.

Any change to the terms of this contract, including those affecting the responsibilities of the parties and/or the rate and/or the method of compensation shall be incorporated into this contract by a written Amendment that is properly executed.

XIV. ENTIRE CONTRACT

This contract contains the full and complete agreement between the two parties and is executed in three (3) identical originals, each of which is deemed to be an original. The contract and its attachments include twelve (12) pages that constitute the entire understanding and agreement of the parties.

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IN WITNESS WHEREOF, CITY has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

COUNTY OF LOS ANGELES

By _____
Mayor, Board of Supervisors

ATTEST:

VIOLET VARONA-LUKENS
Executive Officer and Clerk
Board of Supervisors

By _____
Deputy

CITY OF LOS ANGELES

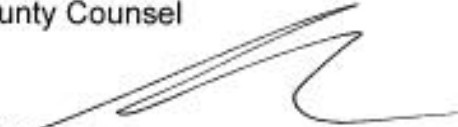

CLIFFORD W. GRAVES
COMMUNITY DEVELOPMENT DEPT

APPROVED AS TO FORM AND LEGALITY:
ROCKARD J. DELGADILLO
City Attorney

By: 
Deputy/Assistant City Attorney


Date: April 26, 2006

APPROVED AS TO FORM:
RAYMOND G. FORTNER, JR.
County Counsel

By: 
Gordon W. Trask
Principal Deputy

ATTEST:

FRANK T. MARTINEZ, City Clerk

By: 
Deputy City Clerk

Date: 4-27-06

C-109720



ATTACHMENT I

STATEMENT OF WORK (SOW)

1.0 SCOPE OF WORK

- 1.1 CITY, through the SFHE program, shall provide intensive intervention services for youth detained in Camp Gonzales. The program will move youth from this Camp into post-secondary educational/occupational opportunities and reduce recidivism rates by providing education, training, mentoring/case management, leadership development, work-study, supportive services, and intensive transition support prior to and following youth being released from camp.

The program is intended to increase the academic success of youth who are 3-9 months from release from Camp Gonzales. CITY shall enroll the graduates of Camp Gonzales into LATTC. CITY shall ensure that LATTC provides an environment conducive to learning; reintegrates the youth into the community and assists the youth in achieving a productive, crime free future. Through a non-financial partnership with CITY, LATTC has committed to providing an office, a desk, a computer with online capability and a telephone. In addition, through its non-financial partnership with CITY, LATTC has assigned faculty to assist youth and staff navigate through the enrollment process, applying for financial aid, and accessing a number of additional resources available through the college.

1.2 Target Population

CITY, shall enroll and serve 50 youth who are 3-9 months from release from Camp Gonzales to provide mentorship, youth development, education, and employment services. CITY shall have staff dedicated to and knowledgeable about working with juvenile offenders. CITY shall have a case manager to actively mentor each client to set and reach his or her goals. CITY shall provide job coaching, job shadowing, leadership workshops and classes, and counseling. CITY shall enroll at least 50 new youth offenders in the first year.

2.0 SPECIFIC TASKS

2.1 Program Design

2.1.1 Enrollment and Assessment

- 2.1.1.1 CITY, shall have specific case managers to work with probation youth. These case managers focus on helping youth meet workforce goals of training, skills gain,

employment, and to satisfy the conditions of probation so they can successfully complete and exit.

- 2.1.1.2 CITY, shall enroll 50 eligible youth offenders from Camp Gonzales into this program. CITY shall have a total of two dedicated case managers, with their time being shared between Camp Gonzales, the designated "Higher Education Camp," CITY YOM program and LATTC to specifically handle initial assessment and case management of these clients. The case managers will collect all eligibility documentation, which will be similar to that used for the public Workforce Investment Youth System and will include verification of residence, right-to-work, age, and income (for financial aid purposes).
- 2.1.1.3 CITY's case managers shall conduct initial assessments and pre-tests for each participant as follows:
 - 2.1.1.3.1 CITY shall use the CASAS employability assessment (ECS) and level tests to assess basic skills, and the City's educational and life skills questionnaire/assessment.
 - 2.1.1.3.2 CITY shall use the Ansell-Casey Life Skills online assessment and the O*Net Interest Profiler to determine work readiness and career interests.
 - 2.1.1.3.3 CITY shall maintain results of these assessments online and in hard files.
 - 2.1.1.3.4 CITY shall measure skill acquisition through the Credential attainments and employer evaluations.

2.2 Referral System

- 2.2.1 CITY shall utilize the Youth Opportunity Intensive Transition System (YOIT) that links the LA County Probation with the City of Los Angeles Youth Opportunity System (YOS). YOIT utilizes a web-based Integrated Services Information System (ISIS) to facilitate communication between probation, YOS, and other agencies allowing all parties to make referrals, enter case notes, and/or document youth participation in real time. The system documents referral, captures non-confidential demographic information, and directs referral to the nearest YOS provider based on zip code. The

system notifies the local probation after-care office about the youth's scheduled release. Early referral allows parents, probation officers, and service providers to prepare more effectively for each youth's return. CITY shall leverage the YOIT system to refer youth to this program.

- 2.2.2 CITY shall receive referrals of juveniles released from Camp Gonzales from community-based probation officers and camp officers for probation youth residing in a specific gang-impacted area. The CITY case managers shall help the youth to enroll into school, complete probation conditions, and gain further training and employment.
- 2.2.3 CITY shall work closely with COUNTY to generate a list of minors scheduled for release from Camp Gonzales within 3 – 9 months. CITY shall cross-check the list with the Los Angeles County Office of Education to identify Math & Reading levels, earned academic credits and planned graduation and GED test dates. CITY shall conduct orientation and assessments at the Juvenile Detention centers to confirm minor's enrollment into the program. Upon successful enrollment, the minor is shall be assigned a case manager and begin at the designated camp. In addition to the list of minors, CITY shall work with the Juvenile court judges who refer minors directly to the program in the community or the juvenile correctional facility to determine the eligibility of these youths for the SFHE program.

2.3 Connection to Higher Learning

- 2.3.1 CITY shall have two primary objectives for the program; 1) link incarcerated youth with higher learning institutions prior to release from camp, and, 2) engage disconnected youth offenders in the community and enroll them into school or alternative education.
- 2.3.2 COUNTY shall create an Academic/Vocational Camp to provide structured educational courses both on-line and in a classroom setting. The fundamental goal of the Higher Education Camp is to support successful transition for youth offenders from camp to college while simultaneously reducing the recidivism rate of youth offenders.
- 2.3.3 CITY, through its partnership with LATTC shall provide the education instruction and develop curriculum for the 50 SFHE participants and programs.

- 2.3.4 CITY shall use SkillsTutor software, a research-based program shown to increase student scores on state and national tests, to help improve and measure basic skills gains.
- 2.3.5 CITY shall refer only Camp Gonzales youth to an initial online/onsite college introduction and career-planning course, offered by CITY or LATTC. This course will help youth further refine their interests, prepare them for enrollment into post-secondary education, and identify their skills and skill gaps. The course may include visits to college campuses, academic advisement, and an introduction to the academic and trade courses available at the colleges. Youth will participate in the Program consistent with existing COUNTY policies and staffing resources. Participants will use Skills Tutor to build basic reading and math skills.

2.4 Connection to High Growth/High Demand Industries

- 2.4.1 CITY shall provide youth with the opportunity to participate in training that will prepare them for careers in high growth/high demand industries. As part of the planning process, CITY shall identify certain high growth industries from the California Employment Development Department's website and the Department of Labor Occupational Outlook
- 2.4.2 CITY shall identify high growth/high demand areas in Los Angeles for training and placement that include but is not limited to: Vocational Nursing; Automotive Repair and Mechanics; Construction; and Retail Trade.

2.5 Work Experience and Employment Placement

- 2.5.1 CITY through Los Angeles Youth at Work (LAYAW) shall provide internships and unsubsidized employment opportunities.
- 2.5.2 CITY shall provide additional employment opportunities for youth through the We Build Construction Training program and the LAX Aviation-Related Career Training program.

2.6 Outcomes

- 2.6.1 *The outcomes for probation youth offenders include:*
- *75% skill attainment by increasing their basic skills Math & Reading remediation by at least 1 grade level.*
 - *Assist 50 youth offenders return to school (alternative, high school or community college)*
 - *Ensure that at least 70 % of youth who are enrolled in alternative school receive their high school diploma or GED*

- *Maintain a retention rate of at least 51% of the youth offenders in school.*
- *Provide an Internship opportunities to Camp Gonzales youth during their educational experience in order to help with attaining a high school diploma or GED, post-secondary vocational training,*
- **For the youth who are 19 –21 years old during the program:**
 - *Provide job readiness training opportunities for youth who are 19 – 21 years old during the program.*
 - *Ensure that at least 67% of the 19 – 21 years old enter employment.*
 - *Apprenticeships and enrollment in community and four-year colleges.*
 - *For the youth who entered employment, we will ensure that at least 67% retain employment and have an earnings gain of at least \$3,270 per year.*
 - *Ensure that 30% of the youth have received a credential (High School Diploma, GED, Post-Secondary degrees or certificate; or a Recognized Industry Certificate) within the first 12 months of service.*

- 2.7 CITY shall increase young adult employability by providing intensive direct case management and supportive services to 240 youth offenders. The measures will be tied primarily to the DOL required performance measures for Workforce Investment Act (WIA).

14-18 Year Olds	%	19-21 Year Olds	%
Skill Attainment Rate	78%	Entered Employment Rate	67%
High School Diploma Rate	70%	Retention Rate	78%
Retention Rate	51%	Earnings Gain	\$3,270
		Credential Rate	30%

ATTACHMENT II

WAKE UP PROGRAM BUDGET Students For Higher Education

Student Expenses	Cost
Tuition and Fees	\$ 250
12 units x \$26/unit x 3 semesters (Fall, Spring & Summer)	
Books	\$ 260
Est. \$350/ semester x 3 semesters	
Occupational Material/Supplies	\$ 275
Ic: welding, culinary, construction and etc.	
Educational Supplies	\$ 280
Computer, Printer, Backpacks & more	
Transportation	\$ 63
Student bus pass \$21/ month x 12 months	
Internship Stipend	\$ 400
200 hours of Internship x \$8/ hour	
Supportive Services	\$ 200
Housing, Food, Medical & Legal Assistance	
 Total Cost per Student	 \$ 1728
 Projected Cost FY 2006 – 2007 (50 youth)	 \$ 86,400
 Personnel Expenses	
CDD	
(1) Case Managers (Probation Camp)	\$ 35,000
(1) Case Manager (Trade Tech)	\$ 35,000
(1) Program Director	\$ 40,000
Total Personnel Cost FY 2006 – 2007	\$110,000
 Total Cost (Students and Personnel) FY 2006 – 2007	 \$196,400

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CONTRACT BETWEEN
THE COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
AND
THE CITY OF LOS ANGELES
TO IMPLEMENT
THE STUDENTS FOR HIGHER EDUCATION PROGRAM

JUNE 1, 2006 through May 31, 2007

**CONTRACT BY AND BETWEEN
THE COUNTY OF LOS ANGELES THROUGH THE PROBATION DEPARTMENT
AND THE CITY OF LOS ANGELES THROUGH THE COMMUNITY DEVELOPMENT
DEPARTMENT RELATING TO THE STUDENTS FOR HIGHER EDUCATION PROGRAM
(SFHE)**

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X. EMPLOYEE CRIMINAL RECORDS AND NOTICES

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3. COUNTY reserves the right to preclude CITY or any of CITY'S subcontractors from employment or continued employment of any individual, including any individual designated by COUNTY for this contract service.
4. No personnel employed by the CITY for this program having access to COUNTY and/or CITY information or records shall have a criminal conviction record or a pending criminal trial unless such information has been fully disclosed and employment of the employee for this program is approved in writing by COUNTY.
5. No personnel employed by the CITY or employed by any of CITY'S subcontractors for this project shall be on active probation or parole within the last three years.
6. The CITY and employees of the CITY and any and all of CITY'S subcontractors shall be under a continuous obligation to disclose any prior or subsequent criminal conviction record or any pending criminal trial to COUNTY.

XI. SUSPENSION

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Any change to the terms of this contract, including those affecting the responsibilities of the parties and/or the rate and/or the method of compensation shall be incorporated into this contract by a written Amendment that is properly executed.

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IN WITNESS WHEREOF, CITY has executed this Contract, or caused it to be duly executed and the County of Los Angeles, by order of its Board of Supervisors has caused this Contract to be executed on its behalf by the Chair of said Board and attested by the Executive Officer-Clerk of the Board of Supervisors thereof, the day and year first above written.

COUNTY OF LOS ANGELES

By _____
Mayor, Board of Supervisors

ATTEST:

VIOLET VARONA-LUKENS
Executive Officer and Clerk
Board of Supervisors

CITY OF LOS ANGELES

By _____
Deputy



CLIFFORD W. GRAVES
COMMUNITY DEVELOPMENT DEPT

APPROVED AS TO FORM AND LEGALITY:
ROCKARD J. DELGADILLO
City Attorney

By: 
Deputy Assistant City Attorney

Date: _____

APPROVED AS TO FORM:
RAYMOND G. FORTNER, JR.
County Counsel

By: 
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Principal Deputy

ATTEST:

FRANK T. MARTINEZ, City Clerk

By: 
Deputy City Clerk

Date: 4-27-06

C-109720



ATTACHMENT I

STATEMENT OF WORK (SOW)

1.0 SCOPE OF WORK

- 1.1 CITY, through the SFHE program, shall provide intensive intervention services for youth detained in Camp Gonzales. The program will move youth from this Camp into post-secondary educational/occupational opportunities and reduce recidivism rates by providing education, training, mentoring/case management, leadership development, work-study, supportive services, and intensive transition support prior to and following youth being released from camp.

The program is intended to increase the academic success of youth who are 3-9 months from release from Camp Gonzales. CITY shall enroll the graduates of Camp Gonzales into LATTC. CITY shall ensure that LATTC provides an environment conducive to learning; reintegrates the youth into the community and assists the youth in achieving a productive, crime free future. Through a non-financial partnership with CITY, LATTC has committed to providing an office, a desk, a computer with online capability and a telephone. In addition, through its non-financial partnership with CITY, LATTC has assigned faculty to assist youth and staff navigate through the enrollment process, applying for financial aid, and accessing a number of additional resources available through the college.

1.2 Target Population

CITY, shall enroll and serve 50 youth who are 3-9 months from release from Camp Gonzales to provide mentorship, youth development, education, and employment services. CITY shall have staff dedicated to and knowledgeable about working with juvenile offenders. CITY shall have a case manager to actively mentor each client to set and reach his or her goals. CITY shall provide job coaching, job shadowing, leadership workshops and classes, and counseling. CITY shall enroll at least 50 new youth offenders in the first year.

2.0 SPECIFIC TASKS

2.1 Program Design

2.1.1 Enrollment and Assessment

- 2.1.1.1 CITY, shall have specific case managers to work with probation youth. These case managers focus on helping youth meet workforce goals of training, skills gain,

employment, and to satisfy the conditions of probation so they can successfully complete and exit.

- 2.1.1.2 CITY, shall enroll 50 eligible youth offenders from Camp Gonzales into this program. CITY shall have a total of two dedicated case managers, with their time being shared between Camp Gonzales, the designated "Higher Education Camp," CITY YOM program and LATTC to specifically handle initial assessment and case management of these clients. The case managers will collect all eligibility documentation, which will be similar to that used for the public Workforce Investment Youth System and will include verification of residence, right-to-work, age, and income (for financial aid purposes).
- 2.1.1.3 CITY's case managers shall conduct initial assessments and pre-tests for each participant as follows:
 - 2.1.1.3.1 CITY shall use the CASAS employability assessment (ECS) and level tests to assess basic skills, and the City's educational and life skills questionnaire/assessment.
 - 2.1.1.3.2 CITY shall use the Ansell-Casey Life Skills online assessment and the O*Net Interest Profiler to determine work readiness and career interests.
 - 2.1.1.3.3 CITY shall maintain results of these assessments online and in hard files.
 - 2.1.1.3.4 CITY shall measure skill acquisition through the Credential attainments and employer evaluations.

2.2 Referral System

- 2.2.1 CITY shall utilize the Youth Opportunity Intensive Transition System (YOIT) that links the LA County Probation with the City of Los Angeles Youth Opportunity System (YOS). YOIT utilizes a web-based Integrated Services Information System (ISIS) to facilitate communication between probation, YOS, and other agencies allowing all parties to make referrals, enter case notes, and/or document youth participation in real time. The system documents referral, captures non-confidential demographic information, and directs referral to the nearest YOS provider based on zip code. The

system notifies the local probation after-care office about the youth's scheduled release. Early referral allows parents, probation officers, and service providers to prepare more effectively for each youth's return. CITY shall leverage the YOIT system to refer youth to this program.

- 2.2.2 CITY shall receive referrals of juveniles released from Camp Gonzales from community-based probation officers and camp officers for probation youth residing in a specific gang-impacted area. The CITY case managers shall help the youth to enroll into school, complete probation conditions, and gain further training and employment.
- 2.2.3 CITY shall work closely with COUNTY to generate a list of minors scheduled for release from Camp Gonzales within 3 – 9 months. CITY shall cross-check the list with the Los Angeles County Office of Education to identify Math & Reading levels, earned academic credits and planned graduation and GED test dates. CITY shall conduct orientation and assessments at the Juvenile Detention centers to confirm minor's enrollment into the program. Upon successful enrollment, the minor is shall be assigned a case manager and begin at the designated camp. In addition to the list of minors, CITY shall work with the Juvenile court judges who refer minors directly to the program in the community or the juvenile correctional facility to determine the eligibility of these youths for the SFHE program.

2.3 Connection to Higher Learning

- 2.3.1 CITY shall have two primary objectives for the program; 1) link incarcerated youth with higher learning institutions prior to release from camp, and, 2) engage disconnected youth offenders in the community and enroll them into school or alternative education.
- 2.3.2 COUNTY shall create an Academic/Vocational Camp to provide structured educational courses both on-line and in a classroom setting. The fundamental goal of the Higher Education Camp is to support successful transition for youth offenders from camp to college while simultaneously reducing the recidivism rate of youth offenders.
- 2.3.3 CITY, through its partnership with LATTC shall provide the education instruction and develop curriculum for the 50 SFHE participants and programs.

- 2.3.4 CITY shall use SkillsTutor software, a research-based program shown to increase student scores on state and national tests, to help improve and measure basic skills gains.
- 2.3.5 CITY shall refer only Camp Gonzales youth to an initial online/onsite college introduction and career-planning course, offered by CITY or LATTC. This course will help youth further refine their interests, prepare them for enrollment into post-secondary education, and identify their skills and skill gaps. The course may include visits to college campuses, academic advisement, and an introduction to the academic and trade courses available at the colleges. Youth will participate in the Program consistent with existing COUNTY policies and staffing resources. Participants will use Skills Tutor to build basic reading and math skills.

2.4 Connection to High Growth/High Demand Industries

- 2.4.1 CITY shall provide youth with the opportunity to participate in training that will prepare them for careers in high growth/high demand industries. As part of the planning process, CITY shall identify certain high growth industries from the California Employment Development Department's website and the Department of Labor Occupational Outlook
- 2.4.2 CITY shall identify high growth/high demand areas in Los Angeles for training and placement that include but is not limited to: Vocational Nursing; Automotive Repair and Mechanics; Construction; and Retail Trade.

2.5 Work Experience and Employment Placement

- 2.5.1 CITY through Los Angeles Youth at Work (LAYAW) shall provide internships and unsubsidized employment opportunities.
- 2.5.2 CITY shall provide additional employment opportunities for youth through the We Build Construction Training program and the LAX Aviation-Related Career Training program.

2.6 Outcomes

- 2.6.1 *The outcomes for probation youth offenders include:*
- *75% skill attainment by increasing their basic skills Math & Reading remediation by at least 1 grade level.*
 - *Assist 50 youth offenders return to school (alternative, high school or community college)*
 - *Ensure that at least 70 % of youth who are enrolled in alternative school receive their high school diploma or GED*

- *Maintain a retention rate of at least 51% of the youth offenders in school.*
- *Provide an Internship opportunities to Camp Gonzales youth during their educational experience in order to help with attaining a high school diploma or GED, post-secondary vocational training,*
- **For the youth who are 19 –21 years old during the program:**
 - *Provide job readiness training opportunities for youth who are 19 – 21 years old during the program.*
 - *Ensure that at least 67% of the 19 – 21 years old enter employment.*
 - *Apprenticeships and enrollment in community and four-year colleges.*
 - *For the youth who entered employment, we will ensure that at least 67% retain employment and have an earnings gain of at least \$3,270 per year.*
 - *Ensure that 30% of the youth have received a credential (High School Diploma, GED, Post-Secondary degrees or certificate; or a Recognized Industry Certificate) within the first 12 months of service.*

2.7 CITY shall increase young adult employability by providing intensive direct case management and supportive services to 240 youth offenders. The measures will be tied primarily to the DOL required performance measures for Workforce Investment Act (WIA).

14-18 Year Olds	%	19-21 Year Olds	%
Skill Attainment Rate	78%	Entered Employment Rate	67%
High School Diploma Rate	70%	Retention Rate	78%
Retention Rate	51%	Earnings Gain	\$3,270
		Credential Rate	30%

ATTACHMENT II

WAKE UP PROGRAM BUDGET Students For Higher Education

Student Expenses	Cost
Tuition and Fees	\$ 250
12 units x \$26/unit x 3 semesters (Fall, Spring & Summer)	
Books	\$ 260
Est. \$350/ semester x 3 semesters	
Occupational Material/Supplies	\$ 275
Ie: welding, culinary, construction and etc.	
Educational Supplies	\$ 280
Computer, Printer, Backpacks & more	
Transportation	\$ 63
Student bus pass \$21/ month x 12 months	
Internship Stipend	\$ 400
200 hours of Internship x \$8/ hour	
Supportive Services	\$ 200
Housing, Food, Medical & Legal Assistance	
 Total Cost per Student	 \$ 1728
 Projected Cost FY 2006 – 2007 (50 youth)	 \$ 86,400
 Personnel Expenses	
CDD	
(1) Case Managers (Probation Camp)	\$ 35,000
(1) Case Manager (Trade Tech)	\$ 35,000
(1) Program Director	\$ 40,000
Total Personnel Cost FY 2006 – 2007	\$110,000
 Total Cost (Students and Personnel) FY 2006 – 2007	 \$196,400

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